

ST. BRENDAN PASTORAL COUNCIL MEETING: Minutes of May 4, 2023

ATTENDEES: Fr. Mark, Bob Blanchette, Deirdre Bumbera, Madeline Dubas, Bob McGahran, Ron Hickson, Charles McShane, Sandra Nelson, Jack Semanko

EXCUSED: Ginny Grant, Maury Paslick, Ada Flores

1. Fr. Mark opened the meeting with a prayer at 9:35 am.
2. In the absence of Ginny Grant, Charles McShane, Vice President, conducted the meeting.
3. Charles McShane requested a motion to accept the minutes of the 30 March 2023 meeting. Minutes had been approved by email vote of the members.
4. **FINANCE**—The Finance Committee is currently performing a salary review; next year's budget is being finalized. They are also assessing future needs for expansion based on the rapid growth of Brunswick County and the area served by St. Brendan Parish.
5. **BUILDINGS AND GROUNDS**--Report attached. Additionally, to correct, only ½ of parking lot has been sealed to date. We are awaiting manufacture and delivery/installation of one more sprinkler head.
6. **ST. MICHAEL MINISTRY**--Report attached. In addition, job descriptions have been written and meetings will be held with group leaders, as well as situational awareness and training meetings. Mr. Hickson will be interviewing all parishioners who have expressed interest in serving on this committee to identify appropriateness to serve. The aim of SMM is to identify and prevent a situation before it happens. More CPR classes will be scheduled, one in the evening and also in Spanish to serve our Spanish speaking parishioners.
7. **KNIGHTS OF COLUMBUS**—Report attached. Memorial Service scheduled for Monday, May 29, will be held here rather than in Little River. Membership goal has been met and they will receive the Star Award. The new schedule for 2023-2024 will be available in June. Fr. Mark was named Priest of the Year for the Raleigh Diocese. He was presented with a plaque and a vestment.
8. **COLUMBIETTES**—Report Attached. Eight members will be attending the state convention May 5-6. New officers will be installed at the June 8 meeting. Books for toddlers are currently being collected for distribution by the Brunswick County Literacy Council. It should be noted that for many years the Columbiettes have been providing meals to Lower Cape Fear Life Care on the 3rd Wednesday of each month.
9. **FAITH FORMATION**—Report attached. 55 children will receive First Communion on May 20.
10. **LITURGICAL COMMITTEE**—Report attached. Enhancement Committee will continue to move plants into the Cry Room until May 23 where they will be available for parishioners to take.

OLD BUSINESS

1. Parish Finances Glossary of Terms submitted to and approved by Diocese with minor changes.
2. Aging Talks by Lower Cape Fear on May 18 in process of registration. Fr. Mark will promote this event at all Masses on May 13-14 as well as in the Parish Bulletin. To date, 8 people have registered.
3. Repairs to the McGivney Center are ongoing. Insurance money has been received. New windows ordered.

NEW BUSINESS

1. Our new Parochial Vicar, Fr. Anit Mavathara, MS, will arrive on June 27 and will celebrate and preach at Masses on July 1-2. A reception will be held to introduce Fr. Anit following all masses. K of C to coordinate refreshments. All PAC and Staff are encouraged to read the brochure "Making Welcome" previously sent to all members. We will discuss ways to welcome Fr. Anit at the June 1 meeting. Fr. Mark will travel to La Salette, France from May 15 to May 26 to learn about the La Salette Missionaries. Fr. Anit will be introduced to the staff on June 29 and to the Parish Council on July 6.
2. Ron Hickson will discuss with Sr. Rosanne the need for updating our current AED unit and obtaining additional units for the Church.
3. Fr. Mark was congratulated on his being named "Priest of the Year" for the Raleigh Diocese.

Next meetings will be held on Thursday, June 1 and Thursday, July 6 following the 9:00 Mass.
Meeting was adjourned with a prayer at 10:39.

Committee Reports from 4 May 2023 PAC Meeting
LITURGICAL COMMITTEE REPORT

The Liturgical Committee meets on 11 May 2023. The committee has only **two items to report** as of May 3rd:

1. The Sanctuary Choir, effective September 2023, will change their Tuesday practice time **from 6-8 pm to 4-6pm**. The Contemporary Choir's practice time will remain the same (4-6pm every other Wednesday).
2. The Enhancement Committee will remove all Easter enhancements on Tuesday, May 23rd. **Plants will continue to be placed in the Crying Room** until May 23rd. All plants in the Crying Room are available to parishioners. Respectfully submitted: Sandra Nelson

BUILDING AND GROUNDS REPORT

Existing Projects Status

Furniture for McGivney Center – Much of the furniture has been purchased. Some items are still being considered (conference room chairs).

Knock Outreach Center – Zoning permit for new garden equipment shed approved.

HVAC Repairs

- Firm pricing received for replacing a rooftop air-conditioning unit for the Parish Hall.
- Firm pricing received to replace an electrical disconnect switch at rooftop unit over the Gathering Space.

Electrical Repairs and Upgrades – Relamping light fixtures in the Sanctuary completed during sprinkler work.

Sprinkler Head Work – Work in the church completed. Pews reinstalled.

Pending Projects

Roof Repairs

- Estimates have been developed for repairs to the church roof. Before authorizing the work, warranty issues are being resolved.
- Estimates are being developed for repairs to the Bell Tower. There are possible issues with water ingress through louvers. Brick joints may require repair and/or caulking.

Parking Lots – The parking lot has been sealed and restriped.

Looking Ahead

- Beginning work on a Reserve Study for the Parish's assets.
- Working with the Safety and Security Committee on physical plant upgrades and modifications to enhance safety and security.

Submitted by: Maury Paslick, Building and Grounds Committee

Family-Centered Faith Formation—2022-2023 School Year:

The last session of Children's Faith Formation was 2 April 2023

131 Students from Pre-K to Grade 8 attended.

The children loved the crocheted mini-Easter baskets filled with treats made by Eileen Brown and the Creative Spirit Ladies.

May 7th (Children's Faith Formation Sunday), Kiera Peralta (Grade 3) will be crowning the Blessed Mother at the 11 AM Mass.

On 20 May 55 students will receive their First Holy Communion at 10 AM, after completing Children's Faith Formation and the First Communion sessions throughout this school year.

The last session of Children's Faith Formation is a "Breakfast Celebration" on June 4th. Catalino Olmedo and a group from Prayers and Service will be preparing this meal for the children. We are truly thankful for their kind act of volunteering their time for this special celebration for the children.

Columbiettes Report

1. Columbiettes nominated a new slate of officers at their 20 April 2023 meeting. Elections will be held at the 11 May 2023 meeting. Installation of new officers will be at the 8 June 2023 meeting.
2. Several Columbiettes will attend the North Carolina State Columbiettes Council Convention May 5-6, 2023.

KNIGHTS OF COLUMBUS REPORT

1. We held our 5th Sunday Rosary this past weekend, April 29-30.
2. Held our Spring Blood Drive on Tuesday, May 2nd.
3. First Friday Rosary will be held at 8:30 am this Friday, May 5.
4. We will bring 2 new members in prior to our meeting on Monday, May 8.
5. LAMB Collection at Food Lion in Shallotte the weekend of May 13-14.
6. Meals to Go - Meatball Parm on Saturday, May 20.
7. 4th Degree Heavenly Bread the weekend of May 27-28.
8. 4th Degree Memorial Service on Monday, May 29. Mass at 9:00 am prior to Memorial Service.

Respectfully submitted, Bob Blanchette, GK

Saint Michael Ministry Report

- Met with Matt Kelly and discovered that all external lighting has been replaced thus improving our exterior safety/security.
- Met with Jack Dambaugh who will meet with his Ushers and ask them to also consider signing up for Saint Michael Ministry for days on duty as Ushers.
- Met with Ellen Lehrer who currently schedules Ushers and other Ministries for service dates. Ellen taught me the system she uses which is the same I will use for S M Ministry scheduling.
- Met with parishioners following all masses two weeks ago and signed up those wishing to learn. latest CPR techniques and how to use the Automated External Defibrillator (AED). Many expressed their interest in serving as a SM Ministers
- Successfully completed two informative and entertaining CPR classes presented by Rich Burns, EMS Training Coordinator for Brunswick County on Wed April 19th and Tues April 25th . A total of 91 parishioners are now educated and available to assist with emergencies that may occur at future Church gatherings. Mr Burns is checking his calendar to find dates for two more classes – one being in the evening from 6 to 8 pm
- Father Mark led a Safety and Security "Brainstorming Session" on Tuesday April 18th. Deputy Willie McRae from the Brunswick Co Sheriff's Office presented his findings and recommendations, following two Vulnerability Inspection sessions, which would improve our security. The group then met in Executive Session identifying and prioritizing risks which in our judgement would be the most important and urgent ones to address.

Submitted by Ron Hickson, Coordinator – St. Michael Ministry